

**MARKETING AND REGULATORY PROGRAMS (MRP)
MRP-BUSINESS SERVICES (MRPBS)
ADMINISTRATIVE SERVICES DIVISION (ASD)**

OFFICE OF THE DIRECTOR

Howard Price, Director
Vacant, Systems Procurement Analyst
Vacant, Secretary
Zelda DeVaughn-Clemons, Secretary
Vacant, Management Assistant

301-734-5684 Fax: 301-734-3271

612-336-3347
612-336-3398

MAILING ADDRESSES

MINNEAPOLIS, MN

USDA, APHIS, MRPBS, ASD
100 North Sixth Street, 5th Floor
Suite XXXX
Minneapolis, MN 55403

RIVERDALE, MD

USDA, APHIS, MRPBS, ASD
4700 River Road, Unit #XXXX
Riverdale, MD 20737

WASHINGTON, DC

USDA, APHIS, MRPBS, ASD
1400 Independence Ave., SW
Mail Stop 3445
Washington, DC 20250

KANSAS CITY, KS

USDA, APHIS, MRPBS, ASD
NLSC Warehouse
1510 Bannister Road, Bldg. 1
Kansas City, MO 64131-3063

Procurement Branch – Suite 510C

Contracting Team – Receives the requests for acquisitions that are estimated above \$100,000. These goods and services are not available from the primary sources of supply such as GSA stock, program or contracts. This team assists in preparing Statements of Work for a wide range of service and supply contracts and awards and administers these contracts. This team provides services to all of MRP.

Dave Asher, Procurement Technician	612-336-3203
Robert Crowther, Contracting Officer	612-336-3205
Jose-Luis Gallagher, Contract Specialist	612-336-3206
Patricia Harris, Contracting Officer	612-336-3207
Margie Thorson, Contract Specialist	612-336-3209
Jason Wilking, Contract Specialist	612-336-3210

Fax: 612-370-2106

Purchasing Team – Processes procurement requests under \$100,000 for all of MRP. Like the Contracting Team, this team works in defining work statements for supplies and services. The Purchasing Team provides service to all of MRP.

Dennis Barry, Purchasing Agent	612-336-3216
Gloria Benson, Purchasing Agent	612-336-3220
Jayne Frommes, Purchasing Agent	612-336-3221
Sherree Johnson	612-336-3222
Charlene Lambert, Purchasing Agent	612-336-3223
Joanne Mann, Purchasing Agent	612-336-3224
Larry Nelson	612-336-3225

Fax: 612-370-2136

NLSC Kansas City Warehouse Team – Offers support to USDA customers nationwide as well as Mexico and Puerto Rico by stocking an inventory of items required by the Brucellosis Program and other VS and, on a limited scale, PPQ programs. This team places purchase orders against various MRPBS supply contracts in addition to ordering from GSA and other sources. They monitor the storage and shipment to customers of inventoried items. This team provides service to APHIS only.

Rick Patterson, Property Manager	816-926-1629
Craig King, Purchasing Agent	816-926-1365
Melody Allison, Support Technician	816-926-5163

Fax: 816-823-4360

Engineering Services Branch, Unit 115

Gareth Rawle-Diedrick, Branch Chief	301-734-8263
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Engineering Team - Provides professional services of an architectural/engineering nature specifically in the areas of planning, design, construction, utilities, alterations, repairs and installation of fixed equipment in APHIS-owned/leased buildings and facilities. This branch provides services to APHIS only.

Vacant, Management Assistant	301-734-8263
Blair Barger, Civil/Structural Engineer	301-734-7907
Byron Crenshaw, Mechanical Engineer	301-734-4475
Owen Dea, Mechanical Engineer	301-734-5505
Cynthia Barzey, Contract Specialist	301-734-5343
Kathryn Schmidt, Contract Specialist	612-336-3208
Toni Taylor, Electrical Engineer	301-734-4793
Tommie Thomas, Architect	301-734-5110
Maxwell Yao, Environmental Engineer	301-734-7911
Wendell Leonard, Architect	301-734-4462

Fax: 301-734-4846

For Kathryn Schmidt, Fax #612-370-2106

Real & Personal Property Section – Suite 510C

George Hartson, Manager	612-336-3214
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Realty Team – The team covers all areas of leasing, market surveys, lease administration, as well as household and office moves. The team performs all Agency and GSA leasing activities for APHIS, AMS, GIPSA, and NAD, including management of real property, tracking, and reporting on these activities.

Gary Crook, Realty Specialist	612-336-3226
Ann Dreier, Realty Specialist	612-336-3227
Rick George, Realty Specialist	612-336-3228
Darrellyn Gereau, Transportation Assistant	612-336-3229
Theresa Gmiterko, Realty Specialist	612-336-3230
Kay Huntsman, Realty Technician	612-336-3233
Brenda Santelman, Realty Specialist	612-336-3231
Michael Turk, Realty Specialist	612-336-3232

Fax: 612-370-2116

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Property Team – This team provides motor vehicle and personal property management services. Services provided to APHIS, AMS and GIPSA include: managing and tracking all inventories, motor vehicle purchases, management of Voyager gas cards, handling activities involved with tracking and working with motor vehicle accident claims.

George Hartson, Manager 612-336-3214

Archie Crandall, Property Management Specialist 612-336-3216
Inez DeCoteau, Property Management Specialist 612-336-3217
Russell Noyes, Vehicle Fleet Management Spec. 612-336-3218

Fax: 612-370-2114

Policy Support Branch - Unit 113

Tim Rook, Acting Branch Chief 202-690-0054

Provides policy coordination and interpretation and program management services in the areas of real and personal property, general contracting, Purchase Card Management System (PCMS), Contracting Officer Warrant System, Office of Small and Disadvantaged Business Utilization (OSDBU), Aircraft and Fleet management, Voyager gas card and Energy and Recycling Management. This branch provides services for all of MRP.

Melissa Turner-Duell, Management Asst. 301-734-3703
Sandra Case, Procurement Analyst 202-720-7599
Michael Hancock, Management Analyst 202-720-4362
Kenneth Lawson, Management Analyst 202-720-3020
Annette Perry, Property Mgmt. Specialist 301-734-8468
Timothy Rook, Management Analyst 202-690-0054
Norita Thomas, Management Analyst 301-734-3696

Fax #s: Riverdale 301-734-3271
Washington, DC 202-720-3249/4278

Information Technology Contracting Branch, Unit 45

Barbara Veres, Branch Chief 301-734-4703

Plans, organizes and coordinates the contracting program for procurement of information technology awards. Services for AMS entail the receipt of requests for IT supplies, equipment and services and securing these through the issuance of purchase orders or award of contracts to vendors on the open market or through GSA. This team provides services for all of MRP.

Caretha Richardson, Management Assistant 301-734-8103
April Dickens, Clerical 301-734-4705
Frances Manley, Contract Specialist 301-734-4331
Estela Diaz, Contract Specialist 301-734-8110
Vacant, Contract Specialist 301-734-3264
Lawrence Herbert, Contract Specialist 301-734-4912
Maria Chavez, Summer Intern 301-734-7576

Fax: 301-734-8871/7323

Printing, Distribution and Mail Branch, Unit 1-1A01

Ray Nosbaum, Branch Chief 301-734-4474

This branch provides the following services to all MRP customers: manage, advise, furnish cost, establish and interpret policies for areas of printing/duplicating, graphics arts/typesetting, business cards, copiers, paper supplies, distribution of publications, coordination of mail accounts, mail delivery and Central Supply Card services.

Barbara Barrett, Support Services Specialist 301-734-5912
Tanya Bowling, Support Services Specialist 301-734-5908
Joan VanChantfort, Management Analyst 202-720-4363
Charlotte Curtis 301-734-4821
Vacant, Management Analyst, 202-720-6893
Mike Fernandez 301-734-8199
Dale Haynes 301-734-5524
Sonja Horne, Administrative Support Assistant 301-734-5524
Carol Johnson, Support Services Assistant 301-734-8633
Elbert Jones, Support Services Specialist 301-734-3701
Mary Kellington, Support Services Specialist 301-734-7582
Ed Lawson, Support Services Specialist 301-734-5523
Bennie Leaphart, Support Services Specialist 301-734-3851
Milton McKinney, Support Services Assistant 301-734-4482
Elma June Myers, Management Analyst 301-734-3869
Angela Reid 301-734-5524

Fax: 301-734-8455